## **ITEMS NEEDED FOR PERMIT:**

- Zoning Fee of \$65.00
- Copy of Deed
- Address from Saginaw County Road Commission
- Driveway permit from Saginaw County Road Commission
- Septic/Well Permit from Saginaw County Health Department
- Copy of construction drawings-including floor plans and dimensions
- Address at site for inspectors
- Estimated project cost
- All Modular Homes must include approval reports from the State of Michigan for building, plumbing, mechanical and electrical.
- A site plan with plot dimensions where the house sets on the lot.

### ZONING PERMIT APPLICATION BIRCH RUN TOWNSHIP 8425 Main St. | P.O. Box 152 Ph. #: (989) 624-9773 | Fax #: (989) 624-1177

Proposed use of parcel \_\_\_\_\_

Attach a Scaled Drawing. Drawing may be on 8 ½ x 11 paper. Sketch your lot size (giving all dimensions), location of house, well, septic system or public utilities, driveway, and any easements, lake, river, stream, pond, county drain or other water impoundment. Also show the location of any neighboring wells and/or septic systems within 75' of your property. <u>Be very specific</u> as to the relationship between the lot size, house layout, and septic layout. Please show the distances (ft.) between the house location and property lines. If a scale is used, please indicate the dimensions used (e.g. 1" = 10'). Indicate all building dimensions. Give exact dimensions and height of proposed building. Please indicate North arrow.

The attached sketch is accurate and shows the layout of the property and any and all proposed construction. Any alterations(s) will need written approval by the Zoning Department

Applicant's Signature	Date
Office use only Check one:	
Application approved	Application denied
*If the application is denied, a separate she	et listing reasons for denial will be attached.
Date: Amount: O	Check #: Cash:
Signature Zoning Administrator	

### TOWNSHIP OF BIRCH RUN

8425 Main St. P.O. Box 152

Birch Run, MI 48415

### Phone (989)-624-9773 Fax (989)-624-1177

### APPLICATION FOR BUILDING PERMIT AND PLAN EXAMINATION

AUTHORITY: P.A. 230 of 1972, AS AMENDED	THE TOWNSHIP WILL NOT DISCRIMINATE AGAINST ANY INDIVIDUAL
COMPLETION: MANDATORY TO OBTAIN PERMIT	OR GROUP BECAUSE OF RACE, SEX, RELIGION, AGE, NATIONAL
PENALTY: PERMIT WILL NOT BE ISSUED	ORIGIN, COLOR, MARITAL STATUS, HANDICAP OR POKTICAL BELIEFS.

### APPLICANT TO COMPLETE ALL ITEMS IN SECTION I, II, III, IV, V AND VI NOTE: SEPARATE APPLICATIONS MUST BE COMPLETED FOR PLUMBING, MECHANICAL AND ELECTRICAL WORK PERMITS

I. PROJECT INFORMATION												
PROJECT NAME			ADDRES	SS								
CITY	VILLA	<b>\GE</b>	TOWNS	HIP	COUNTY					ZIP C	ODE	
BETWEEN			AND									
II. IDENTIFICATION												
A. OWNER OR LESSEE												
NAME			ADDRES	SS								
CITY			STATE	ZIP	CODE			٦	TELEPHON	E NUN	IBER	
B. ARCHITECT OR ENGINEE	R		1	-								
NAME			ADDRES	SS								
CITY			STAE	ZIP	CODE			٦	TELEPHON	E NUN	IBER	
LICENSE NUMBER								E	EXPIRATIO	N DAT	E	
C. CONTRACTOR												
NAME			ADDRES	SS								
CITY			STAE	ZIP	CODE			٦	TELEPHON	E NUN	IBER	
BUILDERS LICENSE NUMBER								E	EXPIRATIO	N DAT	E	
FEDERAL EMPLOYER ID NUMBER O	R REAS	ON FOR EXEMPTIO	N									
WORKERS COMP INSURANCE CARF	RIER OF	REASON FOR EXE	MPTION									
MESC EMPLOYER NUMBER OR REA	SON FC	R EXEMPTION										
III. TYPE OF IMPROVEMENT	AND F	AN REVIEW										
A. TYPE OF IMPROVEMENT												
1 New Building	3.	Alterations	5 D	emolitio	n		7.	_ Foundation Onl	y	9.	_ Relocation	
1 New Building 2 Addition B. REVIEW(S) TO BE PERFO	4	Repair	6. N	Iohile Hr	ome Set Up		8.	Premanufactur	e	10.	Special Inspection	
B. REVIEW(S) TO BE PERFO	RMED		<u> </u>		onio oot op		0.		•			
Buidling Electric	al	_Mechanical		Plumb	ing			-	Fou	Indati	on	
IV. PROPOSED USE OF BUIL	DING											
A. RESIDENTIAL												
1 One Family	3	Hotel, Mote No. of Units	•		5	Detache	d Gar	rage				
2 Two or More Family No. of Units	4	Attached G	arage		6	Other						

B. NON-RESIDENTIAL					
	Service Station		1	5 Scho	ool, Library, Educational
	Hospital, Institutional			6 Stor	
	Office, Bank, Profession	nal		7 Tanl	
9 Industrial 13 10 Parking Garage 14	Public Utility		1	8. Othe	r
3 = 3 = 3 =					
Nonresidential - describe in detail propos	sed use of building, e.g. food	processing plant, ma	chine shop, laundr	y building at	
hospital, elementary school, secondary s					
building, office building at industrial plan					
	0 0	0 0			
V. SELECTED CHARACTERISTICS O	FBUILDING				
A. PRINCIPAL TYPE OF FRAME					
1 Masonry, Wall Bearing 2	Wood Frame	3 Structura	Steel		
4 Reinforced Concrete 5	Other	-			
	-1				
B. PRINCIPAL TYPE OF HEATING FU					
6 Gas 7 10		8 Electricity	1		
9 Coal 10	Other				
C. TYPE OF SEWAGE DISPOSAL					
	12 8	ontio Svotom			
11 Public or Private Company	12 S	eplic System			
D. TYPE OF WATER SUPPLY					
13 Public or Private Company	14. P	rivate Well or Cistern			
	17 1				
E. TYPE OF MECHANICAL					
15. Will There Be Air Conditioning	ves no 16 Will Ther	e Be Fire Supression	Ves	no	
				_ 110	
F. DIMENSIONS/DATA					
F. DIMENSIONS/DATA 17. Number of Stories	21. Floor Area	Existing	Alterations		New
F. DIMENSIONS/DATA 17. Number of Stories 18. Use Group	21. Floor Area Basement	Existing	Alterations		New
17. Number of Stories 18. Use Group 19. Const Type			Alterations		New
17. Number of Stories 18. Use Group 19. Const Type	Basement 1st & 2nd Flo	or	Alterations		New
17. Number of Stories 18. Use Group 19. Const Type	Basement	or	<u>Alterations</u>		New
· · · · · · · · · · · · · · · · · · ·	Basement 1st & 2nd Flo 3rd-10th Floo	or	Alterations	_	New
17. Number of Stories 18. Use Group 19. Const Type	Basement 1st & 2nd Flo 3rd-10th Floo 11th above	or	<u>Alterations</u>		New
17. Number of Stories 18. Use Group 19. Const Type	Basement 1st & 2nd Flo 3rd-10th Floo 11th above Total Area	or	Alterations	=	New
17. Number of Stories         18. Use Group         19. Const Type         20. No. of Occupants	Basement 1st & 2nd Flo 3rd-10th Floo 11th above Total Area	or	<u>Alterations</u>		New
17. Number of Stories         18. Use Group         19. Const Type         20. No. of Occupants         G. NUMBER OF OFF STREET PARKII         22. ENCLOSED	Basement 1st & 2nd Flo 3rd-10th Floo 11th above Total Area NG SPACES	or	<u>Alterations</u>		New
17. Number of Stories         18. Use Group         19. Const Type         20. No. of Occupants         G. NUMBER OF OFF STREET PARKII         22. ENCLOSED         VI. APPLICANT INFORMATION	Basement 1st & 2nd Flo 3rd-10th Floo 11th above Total Area NG SPACES 23. OUTDOORS	or r			New
17. Number of Stories         18. Use Group         19. Const Type         20. No. of Occupants         G. NUMBER OF OFF STREET PARKII         22. ENCLOSED         VI. APPLICANT INFORMATION         APPLICANT IS RESPONSIBLE FOR TI	Basement 1st & 2nd Flo 3rd-10th Floo 11th above Total Area 23. OUTDOORS HE PAYMENT OF ALL FEES	AND CHARGES AP		IS	New
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VI. LOCAL GOVERNMENT AGENCY TO COM	PLETE THIS SECTION					
	ENVIRONMENTAL C	ONTROL	APPROVALS			
Plans are enclosed with this application	Required? Approved	Date	Number	By		
A. ZONING	yes_no					
B. FIRE DISTRICT	yes_no					
C. POLLUTION CONTROL	yes_no					
D. NOISE CONTROL	yes_no					
E. SOIL EROSION	yes_no					
F. FLOOD ZONE	yes_no					
G. WATER SUPPLY	yes_no					
H. SEPTIC SYSTEM	yes_no					
I. VARIANCE GRANTED J. OTHER	yes_no					
J. OTHER	yes_no					
VII. VALIDATION - FOR DEPARTMENT USE C						
IVII. VALIDATION - FOR DEPARTMENT USE C	DNLY					
VII. VALIDATION - FOR DEPARTMENT USE C	JNLY					
			BASE FEE	_	_	
		-	BASE FEE			
			BASE FEE			
USE GROUP		-				
USE GROUP		-	NUMBER OF			
USE GROUP		-	NUMBER OF			
USE GROUP		-	NUMBER OF INSPECTIONS	_		 _
USE GROUP		-	NUMBER OF INSPECTIONS			
USE GROUP TYPE OF CONSTRUCTION APPROVAL SIGNATURE		-	NUMBER OF INSPECTIONS			
USE GROUP		-	NUMBER OF INSPECTIONS			
USE GROUP TYPE OF CONSTRUCTION APPROVAL SIGNATURE		-	NUMBER OF INSPECTIONS			

Building Permit Fee Schedule:

Valuation Cost and Permit Fees:

Birch Run Township hereby establishes the value of construction for a building permit to be calculated by using an appropriate table from the "Building Valuation Data" as prescribed in the Building Safety Journal published by the International Code Council. In the absence of the aforementioned data, the Township Board may appoint the Building Official to calculate the permit fees.

Building Permit Fees are hereby established at 100% of the fees as set forth in the schedule of permit fees in the following table. The fees are to be determined by the cost of construction, and to be as follows:

	TABLE 1-A Building Permit Fees
Total Valuation	Fee
\$1.00 to \$500.00	\$100.00
\$501. 00 to \$2,000.00	\$100.00 for the first \$500.00 plus \$6.00 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$190.00 for the first \$2,000.00 plus \$15.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$535.00 for the first \$25,000.00 plus \$10.50 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$797.50 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1172.50 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3572.50 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6072.50 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof

Other Inspections and Fees:

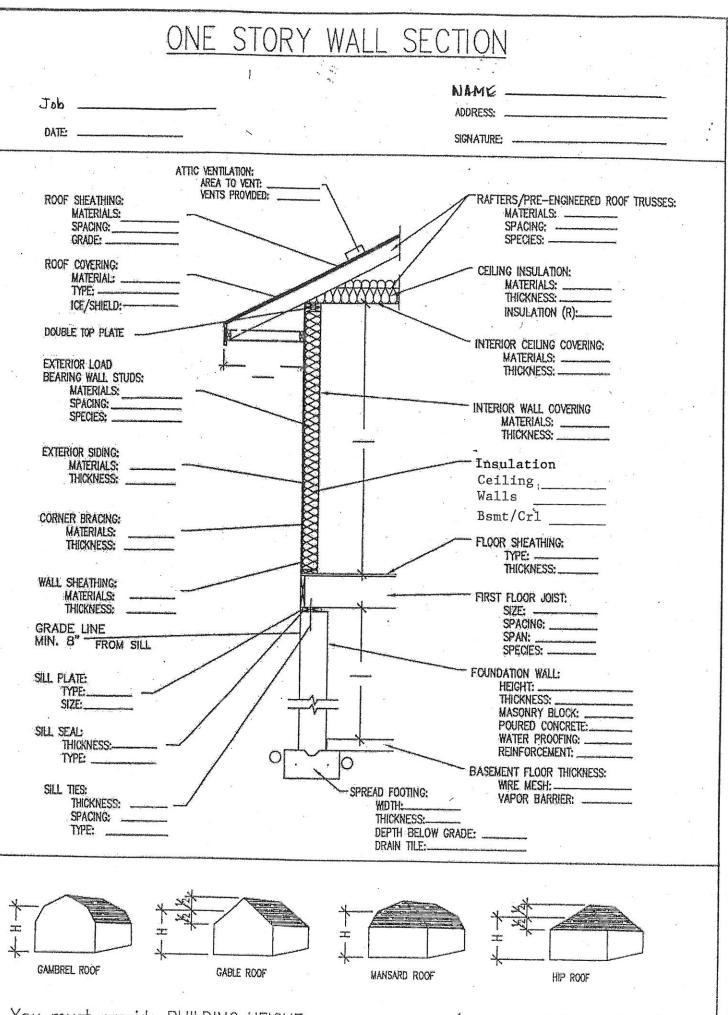
1.	Inspections outside of normal business hours	\$100.00	) per hc	our 1	(minimum c	harge – two	hours)	)
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2. Reinspection fees assessed under provision of Section 109/R109......\$100.00 per inspection 1

- 4. Additional plan review required by changes, additions, or revisions to plans.... \$100.00 per hour 1 (minimum charge ½ hour)
- 5. For use of outside consultants for plan checking and inspections, or both...... Actual costs 2
  - 1. Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.
  - 2. Actual costs include administrative and overhead costs
- Surety Bond Fees (Refundable barring extra inspections / other charges)

   Accessory Structure
   \$200.00

The fees set forth in this section covers all of the inspections required under the most current Michigan Building Code, promulgated by the International Code Council, but does not include plumbing, mechanical, electrical, any other required inspections, or re-inspections required, caused or necessitated by poor workmanship, correction notices or by violations of the provisions and requirements of the Michigan Building Code's. All re-inspections that are required or necessitated shall require the payment of an additional inspection fee as charged by the inspector having authority for the jurisdiction. Building or construction permit fees do not include the required fees for zoning, electrical, plumbing, or mechanical work; such fees are required as stated on those respective permit applications.



You must provide BUILDING HEIGHT

(mean height see above)

### POLE CONSTRUCTION UP TO 12' SIDE WALLS

NAME OF OWNER	_TELEPHONE
ADDRESS	
SIGNATURE OF OWNER	DATE
NAME OF CONTRACTOR	TELEPHONE NUMBER
ADDRESS	
LICENSE NUMBER	EXPIRATION DATE
SIGNATURE CONTRACTOR	DATE
PURLIN BRACING GIRTS APPROVED METHOD	TREATED POSTS TONGUE AND GROOVE TREATED BOARDS
FASTENING TRUSSES	36" MINIMUM B" MINIMUM

Pole Spacing	Building Width	Pad Diameter
8 '	24 '	12"
8 '	26'	16"
8 '	30'	18"
8 '	36'	20"

### Beams

8 '	24'	2	2" x 8"
8 '	26'	2	2" x 8"
8 '	28'	2	2″x 8"
8 '	30'	2	2" × 10"

SPECIFICATIONS: Roof Live Load 40 lbs./Sq.Ft.

### Trusses:

Spacing		0.C.
Purchased:	Yes	No

Building Size:

Main Door Header: Size and Span\_\_\_\_\_

Posts are required to be stress tested and treated with a code approved material

Size and Spacing of Girts:

Size and Spacing of Purlins:

Height Grade to Eaves:

FOOTING DETAILS Depth of Embedment: 1/4 Length of Pole minimum of 48" CONCRETE PAD: Minimum 8" Thick 2500 lb.Concrete

3 Inspections are required for pole structurtes. 1. Footing/prior to placenment of concrete 2. Rough In/prior to installing exterior veneer and after openings are flashed. 3. Final/after exterior veneer and overhead doors are installed.

\*\*Allow a minimum of a 24 hour advance notice for all inspections.

- '

Height Grade to Ridge:

## COUNTY OF SAGINAW

BRIAN J. WENDLING PUBLIC WORKS COMMISSIONER Governmental Center 111 S. Michigan Avenue Saginaw, Michigan 48602-2086 Phone 989-790-5258 • FAX 989-790-5259



### SOIL EROSION AND SEDIMENTATION CONTROL PERMITS APPLICATION INFORMATION AND INSTRUCTIONS

Attached is the application form for a Soil Erosion and Sedimentation Control permit. A permit is needed if the earth change:

- 1. disturbs more than one acre of land or
- 2. is within 500 feet of a lake or stream, including open county drains and water bodies over one acre of surface area or
- 3. is a parcel in a subdivision or development that was permitted after May 29, 2003, when that parcel changes ownership or type of earth change activity

Please review the form before filling in the required information. The entire form must be completed before submitting for processing.

Item 2 – refers to the location of the earth change or project

Item 3 – briefly describes the earth change; size includes the entire area disturbed, i.e. cut, fill, stockpile, etc.

Item 5 – be sure to list the responsible individual actually "on site", along with the other information

Additional information and items to include with application:

- 1. One set of Soil Erosion and Sedimentation Control plans for engineered projects, or if required by the County Enforcing Agency
- 2. Site plan with additional information listed on page 2, or a soil erosion schedule for subdivision lots as detailed on page 4 & 5, for non-engineered projects.
- 3. Proof of ownership, included with legal description
- 4. Check for appropriate fees, payable to **SAGINAW COUNTY PUBLIC WORKS COMMISSIONER** based on the following schedule:

Residential Permit	Fee (Round up to the nearest ¼ acre)
Minor Permit (Less than 1 acre)	\$250.00
Major Permit (1 or more acres)	\$250.00 + \$150 per acre over one
Industrial/Commercial Permit	
Minor Permit (Less than 1 acre)	\$400.00
Major Permit (1 or more acres)	\$400.00 + \$200 per acre over one
Mining Operation Permit *	
Minor Permit (Less than 2 acres)	\$500.00
Major Permit (2 or more acres)	\$500.00 + \$50 per acre over two
<u>Utility Permit</u>	
Minor Permit (Less than 1 mile)	\$300.00
Major Permit (1 or more miles)	\$300.00 + \$50 per mile over one
Annual Renewal of Existing Permit	<u>Fee</u>
Mining Permit	\$300.00
All other renewals	Same as initial fee

\*Mining operation incudes all excavations for the purposes of removing and/or selling materials including the construction of ponds and/or lakes.

# ITEMS TO BE INCLUDED IN THE SOIL EROSION AND SEDIMENTATION CONTROL PLAN

- 1. A scaled drawing of the project, not more than 200 feet to the inch. For many projects this can be a non-engineered plan.
- 2. A legal description of the property, from the deed or tax statement.
- 3. Site location sketch or map, including property boundaries.
- 4. Proximity to lakes and streams, including open county drains.
- 5. The predominant land features and vegetation.
- 6. Contour intervals or slope description.
- 7. Description of soil types.
- 8. Show the boundaries or limits of the earth change(s). Includes excavation, fill stockpiling, grading.
- 9. Drainage patterns, where water leaves the site.
- 10. Timing and sequence of the earth changes. (Sample construction schedule available)
- 11. Description and location of the temporary and permanent erosion control measures.
- 12. How are the erosion control measures maintained and by whom?

A worksheet and sample plan that shows how most of the items are included on a single sheet is included in this packet.

Complete applications, supplemental information and fees should be mailed to:

SAGINAW COUNTY PUBLIC WORKS COMMISSIONER 111 S Michigan Ave Saginaw, MI 48602

Projects started without a permit are in violation of the law and subject to double fees.

Example Site Plan LAKE OF STREAM R SOIL - STAIDY LOAM R - HHHH INDICATES DIRECTION OF SLOPE V pruh hy a v Y. QX INDICATES DRD AREA OF EARTH CHANGE 20 15 140 -20 SILT FENCE SILT FENCE 7 8 <- 80 --->| Z 50 1 7. 7. 7. 7. 7. 7. 7 elet. SEP UNDISTURSE VECETATION WATER 1 NNG7 DRAM HOME AND 4 1 GARAGE SITE 7 - FILL Z ABOVE GRADE 4 SIDE SLOPES 3HIN 1 OR FLATTER Exyx 140'  $\geq$ X- SECTIONS -SILT FENCE CULVERT LEVEL 0 SCHEDULE SILT N ROADSIDE LAWN FENCE -3 DITCH 6/15 - INSTALL DERIMETER SEDIMENT CONTROLS 6/17 - GRADE SITE 6/17-9/10 - CONSTRUCTION 5- STORM SENER W/ INLET PROFECTION OF HOME 9/15 - PAVE DRIVEWAY ELM STREET 9/15-9/20- FINAL GRADE, SEED AND MULCH REMOVE PERIMETER CONTROLS

### Soil Erosion and Sedimentation Control Requirements For Subdivision House Construction

- 1. <u>Disturb the minimum area necessary for construction</u>. Leave the maximum amount of vegetation undisturbed along curb and rear lot inlets.
- 2. <u>Keep soil from eroding off the site by either</u>:
  - a) maintaining a 20-ft buffer zone of mature vegetation along curb in flat areas, or
  - b) trenching in silt fence along the curb, or
  - c) Constructing and maintaining a sediment containment swale behind the curb.
    - i. If soil is put into the swale or buffer zone during construction, install trenched-in silt fence around the soil.
- 3. <u>Protect the driveway from eroding into the street by either</u>:
  - a) Installing a stone aggregate driveway immediately after backfilling basement or crawl space, **or**
  - b) Paving the driveway immediately after backfilling basement or crawl space.
    - i. Care should be taken to limit access to the aggregate or paved driveway.
    - ii. Park all vehicles on the street or on the aggregate/paved driveway; do not park any vehicles on bare soil.
- 4. Protect storm water inlets as follows:
  - a) Rear lot inlets: Install and maintain filter fabric or bag. Replace when covered with sediment. Make sure fabric covers the entire opening.
  - b) Street inlets: Install inlet protection and maintain on a regular basis to ensure proper drainage.
- 5. <u>Any sediment or other material which gets into the street must be removed daily.</u>
- 6. <u>Landscaping:</u> Apply top-soil, seed and mulch as soon as construction traffic in yard allows. The contractor must set a date by which seeding is to be completed.
  - a) If soil is seeded too late in the year for the yard to fill in with grass, install either:
    - i. A strip of mulch blanket along the curb and sidewalk, and enough mulch over the rest of the yard to prevent erosion rills, or
    - ii. Trenched-in silt fence along the curb and sidewalk. Leave silt fence in place until grass is established.

**SOIL EROSION SCHEDULE;** to be completed by developer or contractor. Fill in the blanks with an approximate date for each activity or with a schedule, i.e. Start within X days, weeks 1, 2, 3 etc.

1.	Remove topsoil	
2.	Construct sediment swales	_or
	Install trenched-in silt fence along curb	
3.	Construct and backfill basement/crawl space	
4.	Install aggregate stone driveway	
5.	Pave driveway	
6.	Seed and mulch yard	
7.	Install winter yard protection: Silt fence	_or
	Mulch blanket	
Ho	w will sediment be removed daily from street?	

Return this form to the Saginaw County Public Works Department as a portion of your Soil Erosion and Sedimentation Control Plan.

#### **OFFICE USE ONLY**

### PERMIT APPLICATION for Part 91 SOIL EROSION AND SEDIMENTATION CONTROL

Permit Number Date Issued Expiration Date File Number

## 1. LANDOWNER

Ivane				
Address	City		State	Zip Code
Area Code/Telephone Number		** Email Address		

### 2. LOCATION

L. LOVATION							
Section	Town	Range	Township		City/Village		County
Subdivision		Lot No.		Tax ID Number/Parcel Numb	ber	Street Addre	SS

### 3. PROPOSED EARTH CHANGE

	□Industrial	Land Balancing		
Describe Project				Size of Earth Change (acres or square feet)
Name of <b>and</b> Distance to Nearest Lake, Stream, or Dra	in	Date Project to Start	Date Pr	oject to be Completed

Residential

Multi-family

Commercial

### 4. SOIL EROSION AND SEDIMENTATION CONTROL PLAN (Refer to Rule 323.1703)

Project Type:

		Estimated Cost of Erosion and Sediment Control
Note:	<u>1</u> complete set of plans must be attached.	Plan Preparer's Name and Telephone Number Area Code

### 5. PARTIES RESPONSIBLE FOR EARTH CHANGE (GENERAL CONTRACTOR)

Name Landowner Designated Agent		Company Name		
Address	City		State	Zip Code
Area Code/Telephone Number		** Email Address		

### 6. PERFORMANCE DEPOSIT (If required by the permitting agency)

Amount Required \$	□Cash	□Cert	ified Check	Irrevocable Let	ter of Credit	Surety Bond
Name of Surety Company						
Address	City			State		Zip Code
Area Code/Telephone Number			** Email Addr	ess		

I (we) affirm that the above information is accurate and that I (we) will conduct the above described earth change in accordance with Part 91, Soil Erosion and Sedimentation Control, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, applicable local ordinances, and the documents accompanying this application.						
Landowner's Signature Print Name Date						
Designated Agent's Signature*	Print Name	Date				

\* Designated agent must have a written statement from landowner authorizing him/her to secure a permit in the landowner's name.

\*\* Permit and receipt for fees sent via email for faster service.